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A PROFESSIONAL CORPORATION

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**REPLY TO: HAMPTON ROADOFFICE**

November 29, 2013

Fernando Galindo Clerk  
United States District Court  
Eastern District of Virginia  
Norfolk Division  
Walter E. Hoffman  
United States Courthouse  
600 Granby Street  
Norfolk, VA 23510

Re: Pamela Parris v. Law offices of Shapiro, Brown & Alt LLP f/k/a Law offices of Shapiro & Burson, LLP and Professional Foreclosure Corporation of Virginia

Dear Mr. Galindo:

Enclosed please find the following with regard to the referenced matter that I ask be filed and processed for service:

1. Original Civil Cover Sheet
2. Original and one (1) copy of the Summons in a Civil Action for each defendant
3. Original and four (4) copies of the Complaint
4. Filing fee check in the amount of \$400.00

Please return the service copies of the Summons and Complaint in the enclosed self-addressed envelope for service by our private process server.

Please call if there are any questions or concerns.

Sincerely yours,  
  
Gary L. Abbott

GLA/bms  
Enclosures  
cc: Pamela Parris